Checking out a Library Book to: NOOK (B&W only), Kobo, or Sony Reader

Step 1: Preparing your Computer with Adobe Digital Editions (first time only)

- On your home computer, create a free Adobe account at www.adobe.com/membership.
- Click Create Adobe Account.
- Write down the email address and password you use for this account.
- On your home computer or laptop, go to www.adobe.com/products/digitaleditions.
- Click Download Now.
- Follow the directions to install **Adobe Digital Editions**, and then open it. It will ask what Adobe account to use to "authorize this computer." Enter the email and password for your Adobe account.
- Plug your eReader into the computer using a USB cable. **Adobe Digital Editions** will detect your eReader and ask if you want to authorize it with the same Adobe account. Select **Yes**. Setup is complete.

Step 2: Choosing and Checking Out a Book

- On your computer, go to Northern California Digital Library: http://califa.lib.overdrive.com.
- Click Account at top of page and select Santa Clara City Library from the list.
- Enter your Library card number. Click Sign In.
- Tip! Select your preferred loan period for eBooks by clicking Settings and choosing from 7, 14, or 21 days. You need only do this once.
- Search for a book. Nook and Sony Reader can read Adobe EPUB eBooks and Adobe PDF eBooks.
 - Click <u>Advanced search</u> near the search box. Under Format, select EPUB. Check the box Only show titles
 with copies available to find books available for immediate checkout.

Tip: Place a hold on a title that is checked out. You will be notified when it becomes available.

- When you find a book, click it's cover, then click the **Borrow** button .
- At the next screen, click Download, and select EPUB eBook.
- Click Confirm & Download.
- On the File Download screen that pops up, select Open. Do not click Save!

Step 3: Transferring the Book to your eReader

- Plug your eReader into the computer using a USB cable.
- On some computers, Adobe Digital Editions will open automatically.
 If not, open Adobe Digital Editions.



- The cover and title of your book should appear on the right.
- The name of your Nook or Sony Reader should show up on the left. If not, click the Bookshelf icon in the upper left.
- Click and drag the book onto the name of your eReader to transfer it.
- Click Safely remove Hardware and unplug your eReader.

Returning an eBook Early

The book will automatically be returned on the due date, but if you want to return it early, follow these optional steps:

- Open Adobe Digital Editions on your computer.
- Click Borrowed on the left.
- On the right, find the item you wish to return and click the white arrow in the upper left corner of the book cover. (The arrow will appear when you move your mouse over the book cover.)
- A small menu will pop up select **Return this book** from the list.
- Click Return.

For Additional Assistance

- Watch Adobe Digital Editions video tutorials at: http://help.overdrive.com/going-mobile-videos#ADE.
- Visit the Santa Clara City Library or call us: 1-408-615-2900.
- View the Help Overdrive Help section of the Northern California Digital website: http://califa.lib.overdrive.com.

